

## **Terra Academy Founding Board Meeting Minutes**

August 27, 2015

Terra Academy, 267 Aggie Boulevard, Vernal, UT

**Call to Order:** 6:28 PM

**Those in Attendance:** Lianna Etchberger, Cassie Hays, Jared McKeachnie, Pam Rosal, Melissa Huber Liz Howcroft, Mandee Black (Charter Solutions)

**Those Absent:** None

**Adjourned:** 8:45 PM

***The Terra Academy Board members adhere to the following:***

- 1. Be informed, prepared and proactive through due diligence*
- 2. Represent the Terra Academy as a unified board*
- 3. Know the charter and act to strategically uphold the vision and mission in our work*

### ***The Terra Academy***

***Mission Statement:*** Terra Academy focuses on each student as a “unique” whole person in a global society by providing individualized instruction in a community learning model through educational experiences including a broad range of curricular options and project-based learning opportunities that nourish individual talents, skills, and desires.

***Vision Statement:*** The vision of Terra Academy is to help students become lifelong independent learners, productive members of society possessing respect for other people and cultures, who are stewards of our environment.

***School Rules:*** Be Respectful, Be Responsible, Be Kind

***Moto:*** Learn, Grow, Be

## **Business:**

### **Approval of Minutes**

1. Approval of minutes from July 23, 2015. It was noted that Pam Rosal’s resignation needs to be moved to the end of the meeting minutes. She participated in the meeting and then offered her resignation. The minutes need to be adjusted to reflect this.

-Melissa Huber moved to ratify the July 23, 2015 meeting minutes. Jared McKeachnie seconded the motion. The July 23, 2015 Terra Academy Founding Board Meeting minutes were ratified by a unanimous vote.

### **Public Comment**

-none

### **Informational Items**

#### **1. Information: Director's Report**

- a. Enrollment and Student Records Update: A few spots opened up in 11<sup>th</sup> and 12<sup>th</sup> grades. Interested parties should contact the school to pursue enrollment.
- b. Orientation/first day of school plans: Process is complete. Chrome book logon was very time consuming. Project based learning idea generation between students and teachers began. Students need continued input on schedule/calendar and self directed work.
- c. Parent Partnership Group Development: Daisy Angus is managing volunteers. The group collected four pages of volunteers at the open house.

- d. Timeline for round table representative to join the board: A representative from the round table is scheduled to begin attending regular board meetings in September.
- e. Hiring progress: still looking for a few part time positions: special ed. aide, shuttle driver, art teacher, and food service worker
- f. Building progress: One of the heaters runs very loud, the school was painted in flat paint against the wishes of the director. The doors all need to be re-keyed.
- g. Curriculum progress: Moby Max is up and running. K-12 is too expensive. Upper grade students are encouraged to stay in contact with teachers and mentors to ensure they progress effectively.
- h. Goods and services providers: new Terra Academy sign arrived and was installed.
- i. Facilities Services:
- j. Technology equipment: Cassie is doing a lot of IT work. Staff is discovering that Edgenuity has some curriculum elements that won't work with Chome Books.
- k. Classroom supplies: Continuing to encourage donations
- l. Lunch program: staff is working hard to get this groundbreaking system up and running. The kids continue to need coaching.
- m. Performance standards: still to come

## **2. Financial Manager's Report**

- a. Background checks update: volunteers and substitutes have been contacted. Employees have all been checked
- b. Employee benefits and HR training: All 55 employees got paid!
- c. Financial Statement: Charter Solutions switched to a new program to produce the report presented at this month's meeting. Mande Black from Charter Solutions ran through the statement with the board.

**3. Board Development:** Melissa Huber provided a presentation re: dealing with conflict.

**4. Board Member and Director Succession Plans:** Jared McKeachnie presented research on this point. He identified that the information from the charter needs to be added to the bylaws. He will seek legal input (Will Reynolds) to produce a draft for the board to review and approve.

**5. Alignment of bylaws with the charter:** Jared McKeachnie presented research on this point. He identified that the information from the charter needs to be added to the bylaws. He will seek legal input (Will Reynolds) to produce a draft for the board to review and approve.

## **Action Items**

**1. Pam Rosal** – rescindment of resignation from the Terra Academy Founding Board. At the beginning of the meeting (first item of business), Pam Rosal requested that her resignation from the Terra Academy Founding Board be rescinded. Melissa Huber moved to accept the rescindment and reinstate Pam

Rosal to founding board member status. Jared McKeachnie seconded the motion. Pam Rosal's rescindment of resignation from the Terra Academy Founding Board was approved by a unanimous vote.

## **2. Discuss Policy**

- a. 03-109 Privacy of School Records
- b. 03-110 Field Trips
- c. 03-111 Social Networking
- d. 03-116 Suicide Prevention
- e. 04-101 Religious Freedom Policy

Jared McKeachnie moved to ratify policy's: 03-109 Privacy of School Records, 03-110 Field Trips, 03-111 Social Networking, 03-116 Suicide Prevention, 04-101 Religious Freedom Policy. Pam Rosal seconded the motion. Policy's 03-109 Privacy of School Records, 03-110 Field Trips, 03-111 Social Networking, 03-116 Suicide Prevention, 04-101 Religious Freedom Policy were ratified by a unanimous vote.

### **Items f through j will be moved to the next meeting's agenda.**

- f. Director evaluation
- g. 05-118 Background Check (modify to reflect new rulings)
- h. Integrated Pest Management
- i. Accreditation and credit
- j. Special dress code (modification of student dress code for students with special needs)
- k. School safety (behavior)
- l. Board use of consent agenda

### **Upcoming Events**

1. Next Terra Academy Founding Board meeting: Thursday, September 24, 2015.